
Google Classroom for Advanced Users

— Post Options/Organization &
Parent Communication —

Presenters: Amy Chafin and Katie Duncan

Google Classroom: Posting Options

Options for Posting in GC

Assignments: Post an assignment; include attachments (for viewing or individual copy); save a draft; schedule a posted assignment; turn in assignments; emails sent to students

Announcements: For informational purposes; not an assignment to turn in; can include attachments or links; emails sent to students

Questions: similar to a blog; post a question and students respond; students can see each other's responses and can comment (if allowed)

Assignments

≡ 8ACLA - 2nd Period - K. Duncan - BMS

Stream

People



Add class comment...



Katie Duncan
Feb 4



Writing

2

Turned in

24

Assigned

Milestone Preparation--Dance Competitions

For this week, we are going to review and practice the written portion of the Milestone. I am attaching the activity, which includes the multiple-choice questions, the short constructed response, and the extended constructed response. This is a "released prompt"--which means it was once used on the real Milestone. We will also be using the rubrics to evaluate the responses in class.



Milestone Practice--Dance--SCR

Google Docs

Each student will get a copy




Milestone Practice--ECR--Dance

Google Docs



Each student will get a copy


Announcements



 8ACLA - 2nd Period - K. Duncan - BMS

Stream

People

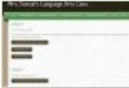
 

 Add class comment...


 **Katie Duncan**
Feb 1 

Looking toward next week--

1. Wordly Wise Vocabulary Quiz #8 is Tuesday. I've added five practice activities to my website to help you review. I've included the link to my webpage below.
2. The Peak novel test is next Wednesday. This test will cover the entire novel. There are review resources available on my webpage. Please be sure that you are finished reading.



Wordly Wise - Mrs. Duncan's Language Arts Class
<http://bmskduncan.weebly.com/wordly-wise.html>




Peak by Roland Smith - Mrs. Duncan's Language Arts Class
<http://bmskduncan.weebly.com/peak-by-roland-smith.html>


Questions

S

StreamPeople



Add class comment...

**Katie Duncan**
Jan 31

...

Literature

23
Turned in

3
Assigned

Due Feb 1, 7:30 AM

Which selection from our literature unit MOST fits your idea of survival--based on the theme discussed in the lesson? Explain your response, citing evidence from the text.

Evaluate the themes that fit each selection--survival of the human spirit; survival of the strength of character; survival of the species; survival and the concept of honor and duty; survival and the fight for love. Your evidence CAN be paraphrased, it does not have to be a direct quote from the text. Just be sure to EXPLAIN your reasoning.

8ACLA - 2nd Period - K. Duncan - BMS

QuestionStudent answers







Return

100 points

☐ All students

Sort by status


☐ Turned in

<input type="checkbox"/>		Abigail Robertson	—/100
<input type="checkbox"/>		Anna Smith	—/100
<input type="checkbox"/>		Brice Reynolds	—/100
<input type="checkbox"/>		Delaney Urquhart-Foster	—/100
<input type="checkbox"/>		Dillon Dombroski	—/100
<input type="checkbox"/>		Grace Conaway	—/100

23
Turned in

3
Assigned


All



Abigail Robertson Jan 31

The poem "The Charge of the Light Brigade" most fits the idea and the different themes of survival. This selection includes the theme of survival of the strength of character, survival of the human spirit, and survival and the concept of honor and duty. For example, this poem describes an event where commanding officers send six hundred soldiers into battle despite being severely overpowered by the other side. Nevertheless, the soldiers still ride into battle and fight fearlessly with swords on horseback while cannons shoot at them. Moreover, this shows that the soldiers who fought in this battle had great character, because they did not question their commanders' choices and were courageous enough to ride into battle and fight even though they knew someone had made a mistake. Overall, this poem explains an event where brave soldiers fought a battle boldly until they could not anymore; this is why it fits the idea of survival better than any of the other selections.

Reply



Anna Smith Jan 31

I think the short story "The King of Mazy May" best fits my idea of survival. The theme of this story is strength of character. This is because Walt Masters, the main character, made a promise to watch Loren Hall's claim. The story said Walt Masters was good with bread, hunting moose, and driving wild wolf dogs. This best fits my idea of survival because of where Walt grew up and how he had to live. Walt shows great character when he does not let Loren Hall's claim get

7:57 AM
2/12/2019

Getting the Most from Posts--Option #1

Option #1:

Post classroom assignments each day. List posts by date and include all activities and attachments; similar to a daily lesson plan

The screenshot shows a Google Classroom interface. At the top, the header reads "8ACLA - 2nd Period - K. Duncan - BMS" with tabs for "Stream" and "People". A green banner with a book graphic and "Upload photo" is below the header. On the left sidebar, there are three sections: "Upcoming" (No work due soon, View all), "Class Drive folder" (Classroom calendar, Google Calendar), and "Topics" (Benchmark, Class Novels, Grammar). The main content area shows a post by Katie Duncan, dated Feb 8 (Edited Feb 8). The post is titled "Class Assignment for Friday, February 8" and is categorized as "Writing". It includes a list of five instructions for a spelling bee preparation. To the right of the text, it shows "2 Turned in" and "24 Assigned". At the bottom of the post, there is a link to a Google Docs file titled "Counter Argument Examples--Dance--Duncan".

8ACLA - 2nd Period - K. Duncan - BMS

Stream People

Upload photo

Upcoming
No work due soon
[View all](#)

Class Drive folder
[Classroom calendar](#)
[Google Calendar](#)

Topics
[Benchmark](#)
[Class Novels](#)
[Grammar](#)

Katie Duncan
Feb 8 (Edited Feb 8)

Writing

Class Assignment for Friday, February 8
Since I have to be at the spelling bee this morning, please complete the following activities if I am not back by the time your class period begins:
1. Work on IXL O.1, O.2, O.6, and M.2. Just continue at your pace. Remember that these are due on Monday.
2. If you did not finish your extended constructed response in class yesterday, please finish it.
3. I am attaching some examples of counter-argument. Look at them and check your paper to make sure that your counter-argument is complete and OBVIOUS. :)
4. I am also attaching some student-written sample paragraphs from the extended response. Use the rubric provided to evaluate the content of these paragraphs. Just like we practiced with the short response, I want you to understand how to use the rubric for the longer response. Use the second attachment--the one that says "ECR Scores"--to record your scores and explain why you chose that score.
5. Finally, after looking at other examples, use the rubric to score your response. Do NOT be too hard on yourself! :)

2 Turned in 24 Assigned

Counter Argument Examples--Dance--Duncan
Google Docs

Getting the Most from Posts--Option #2

Option #2:

Post classroom assignments as needed. List posts according to lesson needs, not necessarily daily.

The screenshot shows a classroom management interface. At the top, there is a header bar with a hamburger menu icon, the text "8ACLA - 2nd Period - K. Duncan - BMS", and tabs for "Stream" and "People". To the right of the tabs are a gear icon and a grid icon. Below the header bar, there is a horizontal bar with an "Add topic" button. Below this bar, there is a post by Katie Duncan. The post has a blue icon of a notepad and a profile picture of Katie Duncan. The text of the post says "Feb 6 (Edited Feb 7)". Below the text, there is a section titled "Class Novels" with a large number "26" and the text "Turned in". To the right of this, there is a large number "0" and the text "Assigned". Below this, there is a section titled "Peak Independent Novel Test" with the text "Take your time and read each question carefully." Below this, there is a section titled "Peak by Roland Smith--Novel Test" with the text "Google Forms" and a "View responses" link. At the bottom of the post, there is a comment box with a profile picture and the text "Add class comment..."

8ACLA - 2nd Period - K. Duncan - BMS

Stream People

Add topic

Add class comment...

Katie Duncan
Feb 6 (Edited Feb 7)

Class Novels

26
Turned in

0
Assigned

Peak Independent Novel Test
Take your time and read each question carefully.

Peak by Roland Smith--Novel Test
Google Forms

View responses

Add class comment...

Getting the Most from Posts--Features

When creating posts, be as detailed as possible. This helps with organization in GC and will assist if the parent/guardian feature is used.

Titles: Be specific; provide necessary info

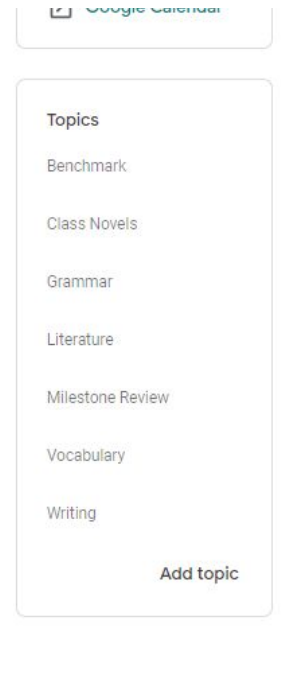
- Avoid: "Notes"; "Homework"
- Try: "Georgia Gov't--Ch. 12 Guided Notes"

Instructions: Use this option! It only takes a few seconds longer to provide specific directions. Parents can see this with the guardian option, so explain the details of the assignment.

Due Dates/Times: If the assignment has a deadline, use this feature. This sends reminders to students (and parents) of upcoming deadlines or notifies them if the assignment is missing or late.

Features--Topics for Easy Organization & Searches

By adding topics, teachers and students can sort the assignments and search for specific types of posts.



Features--Examples

Topic

Assignment Title

Assignment Description

The screenshot shows a Google Classroom assignment interface. At the top, the teacher's name 'Katie Duncan' and the date 'Feb 4 (Edited Feb 12)' are displayed. The assignment title 'Milestone Preparation--Dance Competitions' is prominently shown, with a 'Milestone Review' tag to its left. To the right of the title, statistics indicate '2 Turned in' and '24 Assigned'. Below the title is a detailed description of the assignment, mentioning 'released prompts' and 'rubrics'. At the bottom of the assignment card, two attachments are listed: 'Milestone Practice--Dance--SCR' and 'Milestone Practice--ECR--Dance', both as Google Docs. A comment section at the very bottom allows for class comments.

Milestone Review

Milestone Preparation--Dance Competitions

For this week, we are going to review and practice the written portion of the Milestone. I am attaching the activity, which includes the multiple-choice questions, the short constructed response, and the extended constructed response. This is a "released prompt"--which means it was once used on the real Milestone. We will also be using the rubrics to evaluate the responses in class.

Milestone Practice--Dance--SCR
Google Docs

Each student will get a copy

Milestone Practice--ECR--Dance
Google Docs

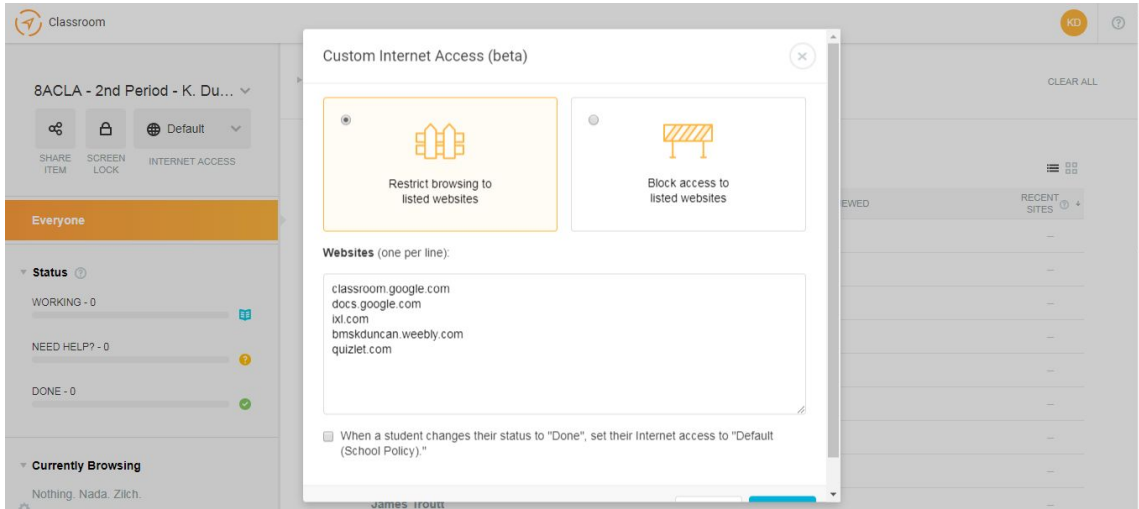
Each student will get a copy

Add class comment...

Using Lightspeed to Control Access on Assignments

Teachers can control student Internet access while students are working on an assignment in Classroom.

For example, if students are taking a quiz or test, teachers can disable all access except the assignment to ensure academic integrity.

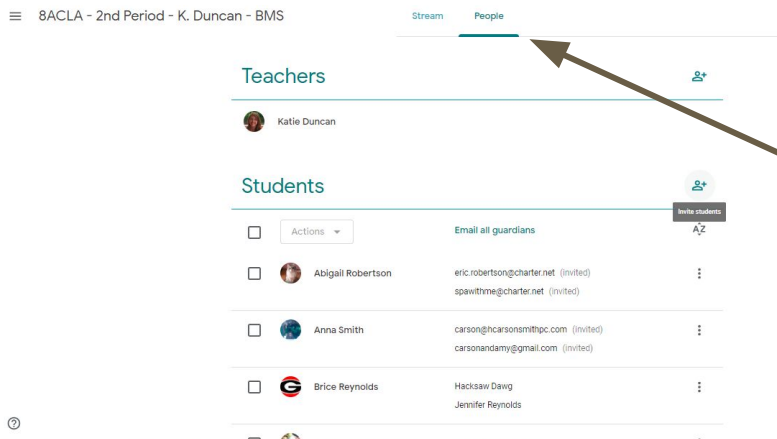


Google Classroom: Parent/Guardian Options

GC Parent/Guardian Notification Option

Teachers can provide access to GC posts if parents CHOOSE to accept the invitation. Parents cannot see the student's work, but they can see what teachers have posted.

Parents can choose the frequency of GC notifications just like PowerSchool. It can be a daily email or a weekly email.



Click the "People" tab.

WHY invite guardians?

This option puts the responsibility on the parent/guardian. It's THEIR choice to accept a teacher's invitation to see what assignments/announcements are posted in GC.

If they accept and choose to receive emails, they will have a better understanding of what their child is studying and learning in your classroom--without you having to send any information at all. They will be able to ask their student about specific assignments and concepts--opening dialogue between the parent and child first, without relying on the teacher to provide any information.

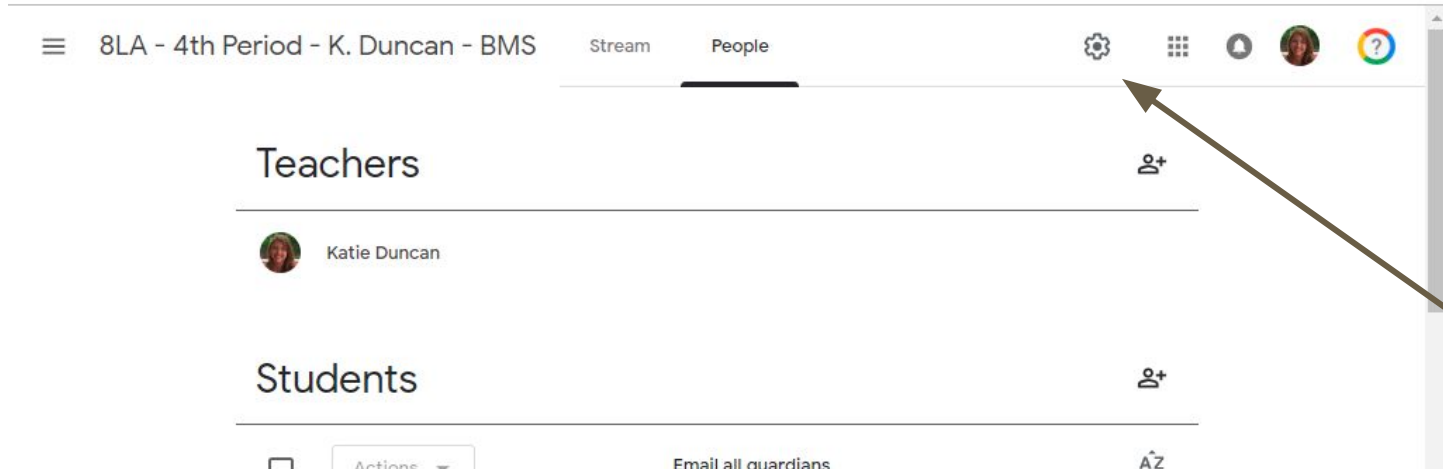
How difficult is it to set up the parent access option?

NOT difficult at all... All teachers need to do is enter the parent email and send the invite. However, it's easier if multiple teachers are using GC as their platform.

If one teacher enters the parent email info from PS or Gmail, that info is stored for that student in ALL GC classes. Once the invite email is sent and confirmed from one class, that parent will get updates from ALL classes.

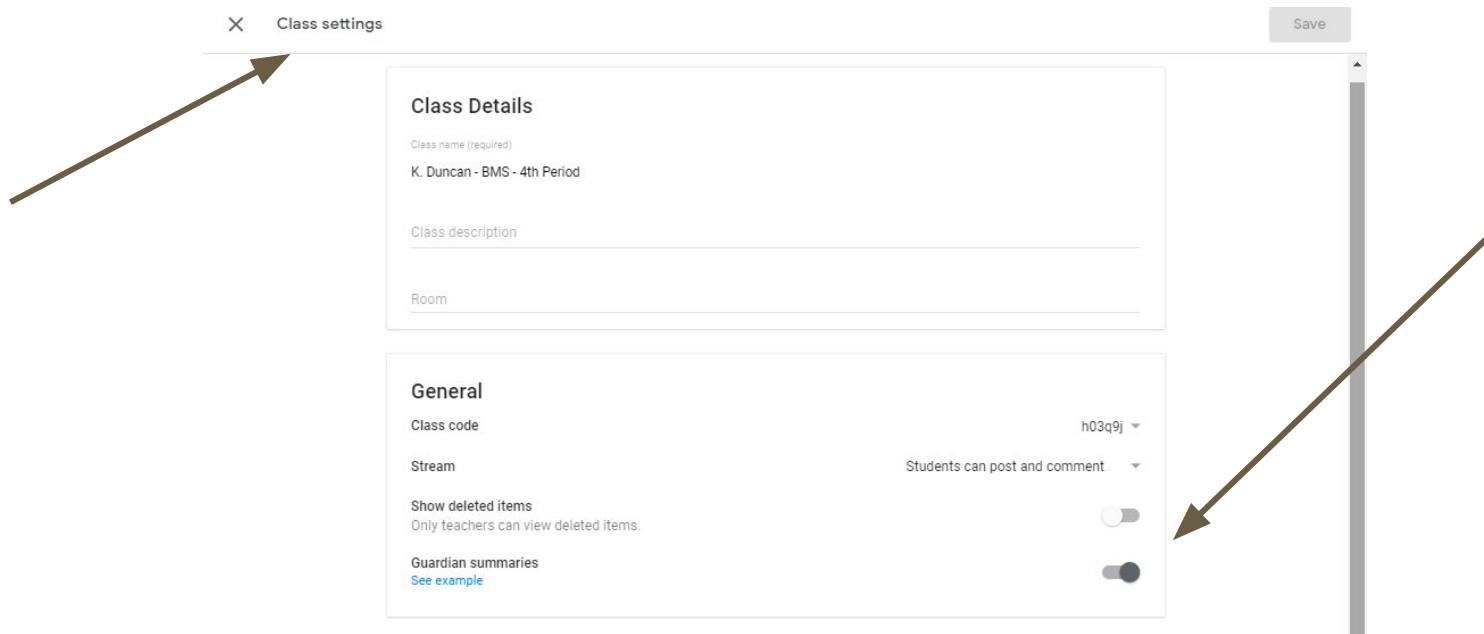
Settings in GC

To choose options for the class in GC, click the Setting icon.



Turning on parent notifications

Teachers MUST enable the notification option in GC so that parents can receive emails once they accept the invitation. Click on the “Class Setting” option to access this...



The screenshot shows a 'Class settings' dialog box. At the top left is a close button (X) and the title 'Class settings'. At the top right is a 'Save' button. The dialog is divided into two main sections: 'Class Details' and 'General'.

Class Details

- Class name (required): K. Duncan - BMS - 4th Period
- Class description: (empty text field)
- Room: (empty text field)

General

- Class code: h03q9j
- Stream: Students can post and comment
- Show deleted items: Only teachers can view deleted items. (toggle switch is off)
- Guardian summaries: (toggle switch is on) [See example](#)

Two arrows are present: one points from the left to the 'Class settings' title, and another points from the right to the 'Guardian summaries' toggle switch.

Parent Invitation

The parent will receive an email invitation from the teacher, with the option to Accept the invitation.

Katie Duncan invited you as a guardian in Google Classroom

You'll get a weekly summary of Amy's progress with missing and upcoming work, and new teacher posts.



Amy

bufordcityschools.org

ACCEPT

I'M NOT THE GUARDIAN

Parent Invitation


After accepting the invitation, the parent will choose the frequency for receiving email summaries--daily or weekly.

Google Classroom email summaries


Email summaries are sent to amy.chafin@bufordcityschools.org. [Learn more](#)

Frequency

How often would you like to receive an email summary of your student's activity?



Amy Chafin
amy.chafin@bufordcityschools.org



Weekly ▼

Timezone

Daily summaries are sent each afternoon, and weekly summaries are sent on Friday afternoons.

(GMT-05:00) Detroit ▼

How does this help classroom instruction?

When parents can see what their child is learning via the email updates, they can support both their student and the teacher. Instead of just telling parents to “Check Google Classroom”--which they cannot access without their student’s log-in and password--they are provided with the overview and can specifically ask their student about instruction and lessons.

